



Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

www.millbrookmeadow.org

*Charmaine Blanchard
Marcia Lombardo, Treasurer
Aileen Morrissey
Frederick H. Tarr III*

*Samuel W. Coulbourn, Chair
Shannon Mason, Vice Chair
Barbara Sparks
Stephanie Woolf*

Minutes of Meeting Wednesday, December 10th, 2014 Trustees' Room, Rockport Public Library

7:00 p.m. Chairman **Sam Coulbourn** called the meeting to order. Members present: **Marcia Lombardo, Aileen Morrissey, Barbara Sparks, and Ted Tarr**. Also present were **Deborah Cowan**, member of the Conservancy Board; **Gunilla Caulfield**, Trustee of the Lura Hall Phillips Trust; **Eric Hutchins, Laura Hallowell, and Frank Hassler**, Advisors to the Rockport Millbrook Meadow Conservancy (RMMC); and **Soni Razdan**, Intern. **Stephanie Woolf** arrived at 7:22 p.m. **Shannon Mason** and **Charmaine Blanchard** were absent.

1. Public input. Chairman Coulbourn called for public input; there was none.

2. Committee Business: Treasurer's Report

Marcia reported that the Town allotment to Millbrook Meadow Committee for FY 2016 is \$275.00, one dollar greater than the current fiscal year. She moved to approve. Ted seconded, and all voted to approve. Barbara suggested that this budget is unrealistic and we should develop a request for next year's budget that more accurately addresses our needs. Marcia also reported that our treasury amounts to \$2854.27; funds for the Restoration of the Meadow and Pond, \$209,738.40 remain as of Oct. 31, 2014.

Minutes for November 12th, 2014 were approved.

3. Master Plan. Barbara reported that there will be a comprehensive meeting with Jason Williams of Milone & MacBroom on the Master Plan on December 17th. She suggested that we should send the draft Master Plan to the Committee and the Conservancy Board. Eric suggested that the Master Plan should be published for the public to see. Members discussed this and there was general agreement that, after the discussion on December 17th we should make the main details of the Master Plan available to the public.

4. Update status of Millbrook Meadow Restoration. Barbara called upon Frank, who had attended a meeting Dec. 9th of the Community Preservation Committee as our representative. He stated that we will need budget figures for our submission on February 1, 2015. He said the meeting did not delve into any actual requests for next year. We currently plan to start construction in spring of 2016. Barbara thanked Frank for organizing the meeting held November 14th with the chairs of the Community Preservation Committee, Finance Committee, Capital Improvement Planning Committee and Director of Public Works. At that meeting the participants discussed possible ways of financing the Meadow Restoration. Joe Parisi, DPW, produced a very useful action list at that meeting.

Barbara next brought up the discussion about soil sampling in the Meadow. Earlier, the contractor sampled the Pond, but did not take soil samples in the Meadow because it had not been determined where there would be soil disturbance. Eric explained that in soil sampling, if a contaminated sample is reported, then the site must be completely cleansed of contamination before the project can continue. In view of that, sampling is taken only where there is a plan to disturb the soil. Now, as the plan for reconfiguring the Mill Brook takes shape, testing in the planned construction area will be required.

5. Publicity and community outreach. Eric made the point that MMC had made a large commitment to provide public disclosure of plans to restore the Meadow, and now it should be sharing plans with the public. He stressed that it will be very important for the public, who will be asked to vote to fund this project, be well informed. Barbara pointed out that, until the Master Plan is agreed upon, we really don't have anything concrete to share. Soon, as MMI begins to design the construction plans, we will be able to describe that to the public. Laura added that we should have a press release all ready to go. Eric stated that concurrent publicity will help our case with the Community Preservation Committee. As for using the Town website to inform the public, Laura and Frank are working on improving communications between Millbrook and the web manager, so that our message is more effectively promulgated.

Bulletin Board. Gunilla had earlier suggested that we mount a bulletin board in the Meadow soon, in order to inform the public of our efforts to raise funds and prepare them for the restoration. Eric suggested that members look at the bulletin board in Halibut State Park as a good example. Members were inclined to study this matter and return to it in the spring, when there will be more visitors to the Meadow.

6. Fund Raising. Sam reported that results of the October mail campaign are in and we have raised \$22,277 in private donations to date.

7. Willows. Barbara stated that DPW plans to cut down the two large old willows in the Meadow, probably in January, when the earth is frozen and will resist damage by heavy equipment. Laura reported that she had looked up willow wood and it does not appear to be useful for making souvenirs, etc. DPW will save some of the willow wood if it is viable, and we can decide what to do then.

6. New Business. Laura brought up the observation that, incident to the removal of the old willow on Mike Welcome's property, several of the shrubs on the edge of the Meadow were "badly hacked up". She suggested that volunteers might need more substantial instruction before being left to their own devices.

7. Set Next Meeting: Wednesday, December 17, 2014 at Brenner Friends' Room, Rockport Public Library.

8. Adjourn 8:05 p.m.

Approved:

Samuel W. Coulbourn

Copy to: Town Administrator; Director of Public Works; Conservancy Board and Advisors ; Conservation Agent ; DPW Commissioners ; and Jason Williams, MMI